SCHEDULED REPORTS

To access Scheduled Reports:

- 1. Access the CMS MDS System in your state. (Figure 4-31.)
- Select MDS Submissions.

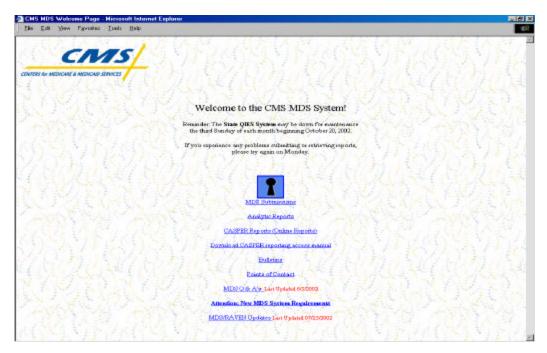


Figure 4-18. CMS MDS Welcome Page

3. You will be prompted for a user name and password. Enter those items and click OK. (Figure 4-18.)

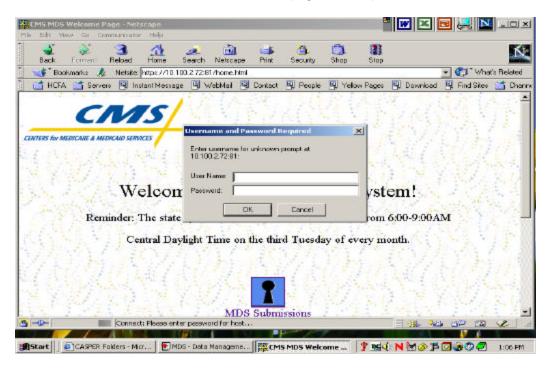


Figure 4-19. User Name/Password Required to Access MDS Submissions Link

4. Select Receive CMS and Validation Reports. (Figure 4-33.)

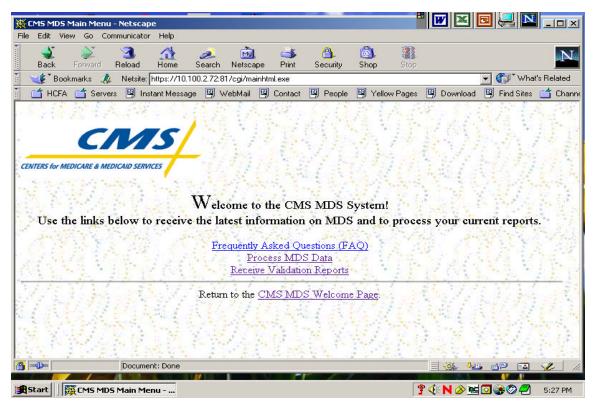


Figure 4-20. CMS MDS Main Menu

⇒ mmyyyy indicates the month and year the report applies to.

Scheduled reports are listed as follows:

RRmmyyyy.txt = End of Month Roster report

QRmmyyyy.txt = MDS Questionable New Resident Report

DRmmyyyy.txt = Residents Discharged Without Return

CRmmyyyy.txt = MDS Residents With Changes to Resident

Identifiers

ADmmyyyy.txt = MDS New Admission Report

ARmmyyyy.txt = MDS Activity Report

MRmmyyyy.txt = MDS Missing Assessment Report

MSRmmyyyy.txt = Monthly Quality Indicator Comparison Report

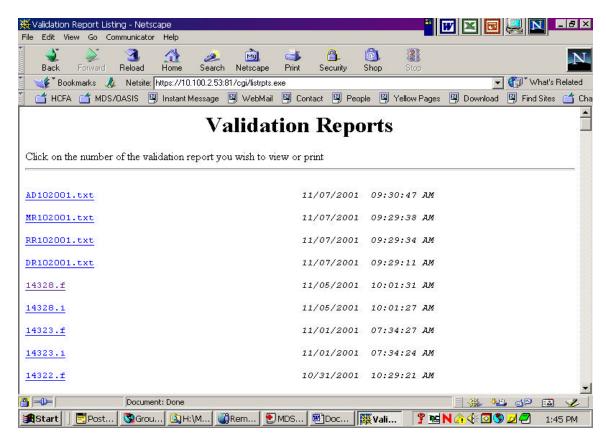


Figure 4-21. List of Available Validation Reports

6. Click on the desired report to view the report. (Figure 4-21.) The report can then be printed or saved if desired.

SCHEDULED REPORTS DESCRIPTIONS

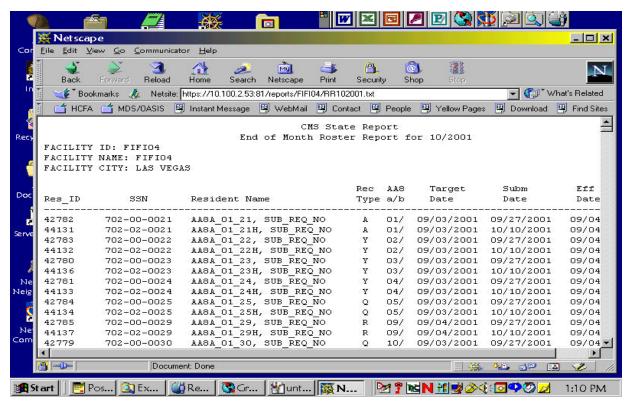


Figure 4-22. End of the Month Roster Report

End of Month Roster Report

The **End of the Month Roster Report** includes the current Residents with their most recent assessment processed prior to the run date and time. This is a month-to-month report and does not include discharges. (Figure 4-22.)

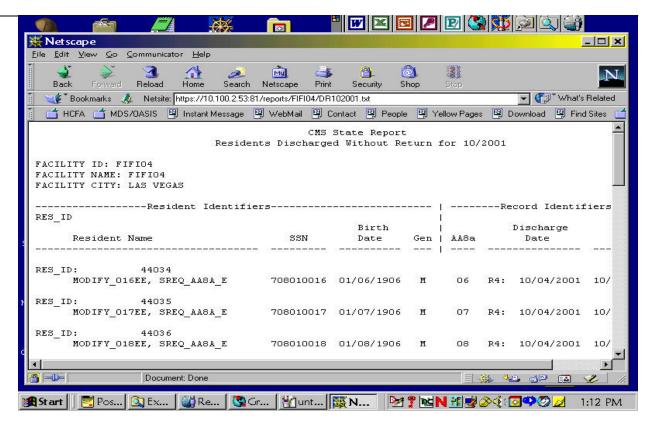


Figure 4-23. Residents Discharged Without Return

Residents Discharged Without Return Report

The **Residents Discharged Without Return** report displays all residents who have been discharged and have not returned. It includes residents with AA8a = 06, 07, 08 where the R4 date is within the target month. (Figure 4-23.)

If a resident was discharged with an AA8a=07 and readmitted during the target month, he/she will not appear on this report. If a resident was discharged with AA8a = 07, but has not yet returned during the target month, he/she will appear on this report.

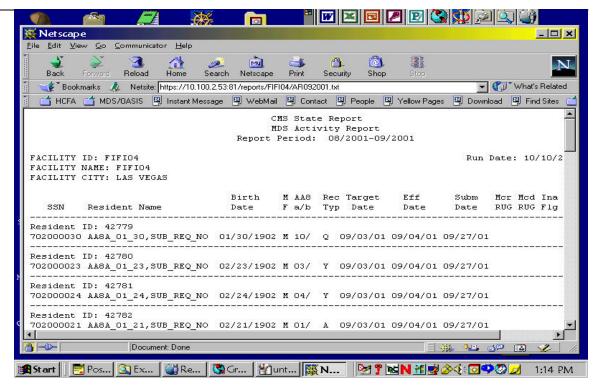


Figure 4-24. MDS Activity Report

MDS Activity Report

The MDS Activity Report displays a list of assessments that were submitted by the facility in the previous calendar month. Information includes SSN, Resident Name, birth date, gender, AA8a, AA8b, Rec_Type, Target date, Effective date, Submission date, Medicare RUG, Medicaid RUG, Inactive flag, AT1 Sequence, and AT6 date. This report runs automatically on the 5th of each month. The report includes all record types accepted from production submissions. (Figure 4-24.)

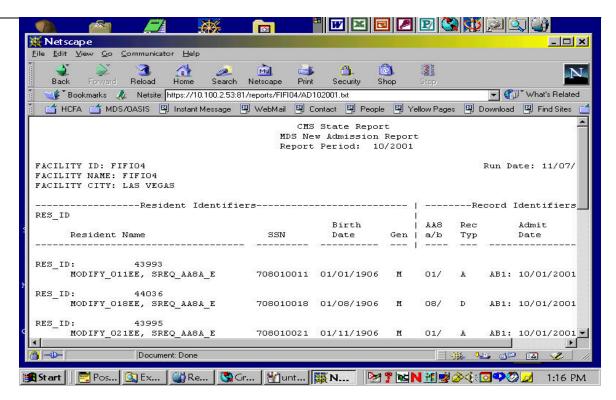


Figure 4-25. MDS New Admission Report

MDS New Admission Report

The **MDS New Admission Report** includes all residents who are a new admission to a facility. Report includes the following REC_Types: A, AM D(08) where the 25.)

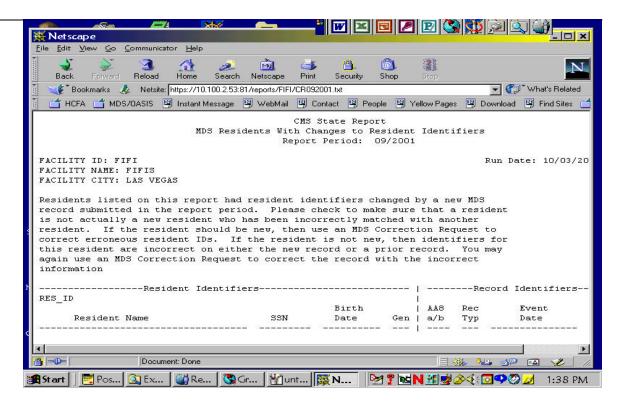


Figure 4-26. MDS Residents with Changes to Resident Identifiers

MDS Residents with Changes to Resident Identifiers Report

The MDS Residents with Changes to Resident Identifiers report lists residents who have had resident identifiers changed by a new MDS record submitted in the report period. Please check to make sure that a resident is not actually a new resident who has been incorrectly matched with another resident. If the resident should be new, then use an MDS Correction Request to correct erroneous resident IDs. If the resident is not new, then identifiers for this resident are incorrect on either the new record or a prior record. You may again use an MDS Correction Request to correct the record with the incorrect information. (Figure 4-26.)

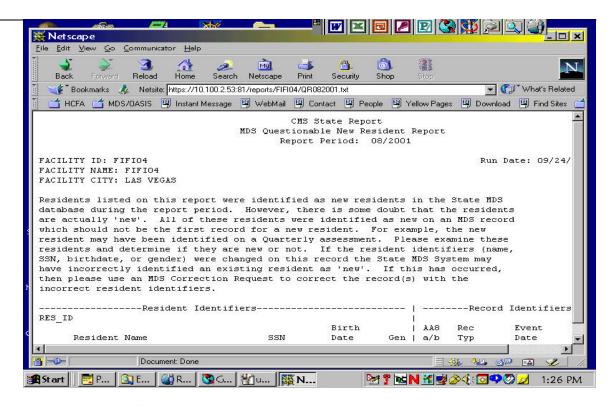


Figure 4-27. MDS Questionable New Resident Report

MDS Questionable New Resident Report

The MDS Questionable New Resident Report lists residents identified as new residents in the State MDS database during the report period where there is some doubt that the residents are actually "new". All of these residents were identified as new on an MDS record which should not be the first record for a new resident. For example, the new resident may have been identified on a Quarterly assessment. Please examine these residents' records and determine if they are new or not. If the resident identifiers (name, SSN, birth date, or gender) were changed on this record the State MDS System may have incorrectly identified an existing resident as "new". If this has occurred, then please use an MDS Correction Request to correct the record(s) with the incorrect resident identifiers. (Figure 4-27.)

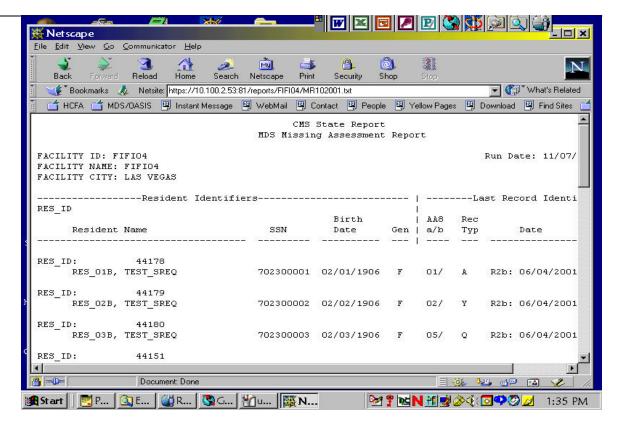


Figure 4-28. MDS Missing Assessment Report

MDS Missing Assessment Report

The MDS Missing Assessment Report includes all residents whose most recent assessment is > 138 days in the past. (Where the last assessment received is NOT a discharge.) This report is based on the effective date, R2b and A4a, of the assessment being > 138 days from the report run date. (Figure 4-28.)

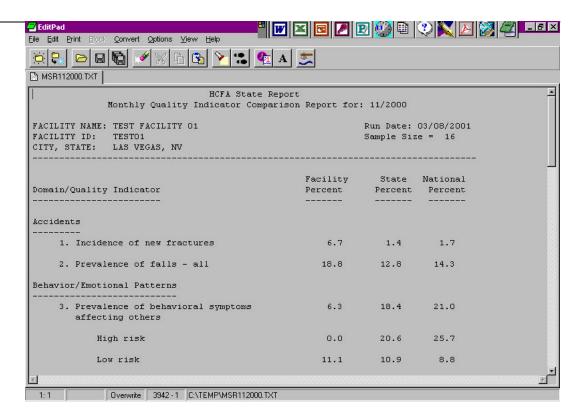


Figure 4-29. Monthly Quality Indicator Comparison Report

Monthly Quality Indicator Comparison Report

The **Monthly Quality Indicator Comparison Report** displays the Facility, State and National Percent for each Quality Indicator. This allows the Facility to compare their percentiles for a Q.I. to the State and National percentages. (Figure 4-29)